

NORTHWEST CENTER *for* FAMILY SUPPORT



Evidence-Based Intervention (EBI) Site Implementation Support Funding

Defray EBI Implementation Costs

The Northwest Center for Family Support (NCFS) will provide site implementation support funding to cover expenses, such as:

- Client transportation
- Childcare support for caregivers attending groups
- Group snacks, beverages
- Incentive materials, marketing materials, other supplies (e.g., to support groups)
- We are unable to reimburse for staff salaries or wages

This list is not all inclusive. If you have questions about allowable expenses, please contact Jim Leighty, NCFS Project Director (jleighty@uw.edu).

To Request Funding

Complete Funding Request Form

Inform Jim Leighty that you are planning to utilize funding and complete the Implementation Support Funding Request Form (link will be emailed to you). The form will ask you for the following information:

- Contact information including address and telephone number
- Banking information, if applicable (receiving Zelle payments) or check mailing address (Remit To)

- Tax identification number & the name associated with it
- A cost breakdown per site detailing how much money is needed and for what services (e.g., daycare \$200; snacks \$125; etc.)

Register

If you expect to request \$1000 or more organization-wide in the calendar year, you will be registered as a supplier via UW Connect.

- You will receive an email from UW Connect within one week with instructions on registering as a supplier.
- Once you are registered, your funding request will be processed.

Funding may take up to a month to receive.

Reimbursement Limits

- For Guiding Good Choices, Promoting First Relationships, and Strengthening Families Program, costs should not exceed \$500.
- For sites implementing Families Facing the Future, costs should not exceed \$1,000.
- These amounts are annual per geographic location.
- NCFS will consider additional need-based requests to support EBI implementation. NCFS seeks site input about organizational implementation needs.